# Guidelines for authors & Artists

To have your book, CD, or DVD considered for inclusion in Racine Public Library collections, authors/artists must submit the following:

* A cover letter with a contact email address
* A fact sheet with standard bibliographic information: author’s name, publisher name, audience (adult, teen, or children), ISBN, and cost
* Copies of reviews from standard review media (professional journals or newspapers)
* A copy of the item for submission.

These should be delivered to:

 Racine Public Library

 Author Submissions

 75 Seventh St.

 Racine, WI 53403

The above may also be delivered to the Racine Public Library in person. The item will be evaluated as would any other item being considered for our collections.

Although it is not a firm requirement, some works may not be considered without accompanying professional reviews. Collection Development Librarians rely in part on professional reviews when making decisions, and it is up to the author and/or their publisher to solicit such reviews. Please be aware that reader reviews on websites such as Amazon or Goodreads will not be considered.

Authors will receive notification regarding the Library’s final decision by email in a timely manner. **Please note: due to the volume of these requests, Racine Public Library is unable to return submitted materials.**